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15 MAR 1983

MEMORANDUM FOR: Director of Central Intelligence

THROUGH: Deputy Director of Central Intelligence
Executive Director
Deputy Director for Administration

FROM:

Director of Training and Education

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SUBJECT: Request to Address the Executive Seminar
in National and International Affairs

1. You are invited to welcome the members of the Executive Seminar in National and International Affairs on Thursday, 21 April 1983, from 0900-0915 hours in room 1A07.

2. The Executive Seminar is a 10-month program conducted annually since 1958 by the Foreign Service Institute. The Seminar participants will spend one day at Headquarters to meet with key senior Agency officials.

3. There will be 30 Seminar participants. Approximately half are senior Foreign Service Officers. The others are representatives of Government departments and agencies with foreign affairs responsibilities, plus the four uniformed services. A brochure giving biographic data on the members and the staff is attached. the Seminar Coordinator, will accompany the group.

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4. We would like to invite you to attend the luncheon in the Executive Dining Room from 1230-1400 hours which will be hosted by We are inviting twelve senior officers representing all the Directorates to join us.

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Attachment:
As Stated

☒ I agree to speak on Thursday, 21 April 1983, at 0900.

☐ I will meet with the class, but prefer a different time.

☐ I am sorry to decline.

☐ I will attend the luncheon.

☒ I will not attend the luncheon.

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